



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
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Fifth District

April 08, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
PITCHESS LAUNDRY AND WATER TANKS REPLACEMENT PROJECT
UNINCORPORATED COMMUNITY OF CASTAIC
CATEGORICAL EXEMPTION – APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6703; CAPITAL PROJECT NO. 69718
(FIFTH DISTRICT)
(3 VOTES)**

SUBJECT

The recommended actions will find that the proposed Pitchess Laundry and Water Tanks Replacement Project is exempt under the California Environmental Quality Act, approve the total Project budget, adopt plans and specifications, advertise for bids, and allow the Director of Public Works, or her designee, to award and execute a construction contract for the tanks replacement, and allow the Sheriff's Department to purchase laundry equipment for the proposed Project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Pitchess Laundry and Water Tanks Replacement Project is exempt from the provisions of the California Environmental Quality Act for the reasons stated in this letter and in the record of the Project.
2. Approve the proposed Pitchess Laundry and Water Tanks Replacement Project, Capital Project No. 69718 established by the Board on October 8, 2013, with a budget of \$7,000,000.
3. Adopt the plans and specifications that are on file with the Department of Public Works' Architectural Engineering Division for the tanks replacement portion of the project at an estimated

construction cost of \$2,172,500.

4. Authorize the Internal Services Department to work with the Sheriff's Department, in its capacity as the County's Purchasing Agent, to proceed with the acquisition of new laundry equipment for the proposed Pitchess Laundry and Water Tanks Replacement Project, utilizing standard County procurement practices, for the estimated amount of \$2,555,000, inclusive of a 10 percent change order contingency.

5. Authorize the Director of Public Works, or her designee, to proceed with the design of the refurbishment of the laundry infrastructure portion of the work.

6. Instruct the Executive Officer of the Board of Supervisors to advertise for bids to be received and opened on May 6, 2014, in accordance with the Instruction Sheet for Publishing Legal Advertisements.

7. Authorize the Director of Public Works, or her designee, to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$5,000 not-to-exceed fee funded by existing project funds, and to establish the effective date following Board approval.

8. Delegate to the Director of Public Works, or her designee, the authority to determine, in accordance with the applicable contract and bid documents, if bids are nonresponsive and to reject bids on such basis, and to determine whether the apparent Lowest Responsive and Responsible Bidder has timely prepared a satisfactory baseline construction schedule that satisfies all conditions for contract award, including the criteria adopted by the Board for contract award. Upon the determination that all such conditions have been satisfied, authorize the Director of Public Works, or her designee, to award and execute a construction contract, in the form previously approved by County Counsel, to the apparent Lowest Responsive and Responsible Bidder, to establish the effective date of the contract upon receipt of acceptable performance and payment bonds and evidence of required contractor insurance, and to take all actions necessary and appropriate to fully deliver the proposed Project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Pitchess laundry facility serves as the central washing and processing facility for the Los Angeles County Jail system's inmate laundry. This facility was built in 1970 and has reached the end of its useable life. The Sheriff's Department has identified the refurbishment of the Pitchess laundry facility and proposed equipment replacement as a high priority to extend the usable life of the laundry facility. The Internal Services Department will proceed with acquisition of this equipment in accordance with the County's purchasing policies and procedures.

The proposed Pitchess Laundry and Water Tanks Replacement Project (Project) consists of replacement of the existing water tanks and repairs and upgrades to the existing Pitchess laundry facility, including replacement of equipment and components. Approval of the recommended actions will find that the proposed Project is exempt from the California Environmental Quality Act (CEQA), allow the County to proceed with the solicitation of bids for construction, and authorize the Director of Public Works, or her designee, to award a construction contract, and proceed with the implementation and delivery of the tanks replacement portion of the project, and authorize Internal Services Department (ISD) to proceed with procuring the laundry equipment.

The water tanks replacement portion of the proposed Project consists of replacing the two existing water tanks from the Pitchess Detention Center located at 29330 The Old Road in Castaic. The two existing water tanks were built in 1938 and are part of the infrastructure of the Wayside Honor Camp detention facility, which was renamed at a later date to Pitchess Detention Center. These two tanks have been in use far beyond their life cycle and went through many leak repairs during the years. A recent inspection discovered severe corrosion and steel loss, and delamination in large areas of their walls. After the old tanks are demolished and hauled away, the proposed two replacement tanks will be built and connected to the existing piping system. Grading for the foundation of the new tanks will be extended to the bottom of the hill to repair and restore the eroded and damaged slope under the tanks that was caused by a recent overflow incident.

The design of the replacement tanks was prepared by Public Works' Architectural Engineering Division, and the jurisdictional approval for the plans and specifications was obtained.

In order to expedite construction of the proposed Project to replace water tanks and stabilize the slope, it is recommended that the Board authorize the Director of Public Works, or her designee, to award and execute a construction contract to the apparent Lowest Responsive and Responsible Bidder (as defined in the Facts and Provisions/Legal Requirements section of this Board letter.)

The proposed consultant services agreement requires the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to the County's schedule specifications, which is critical to successfully manage construction activities by both the contractor and the County. Bid documents provide that if the apparent Lowest Responsive and Responsible Bidder fails to complete an acceptable construction schedule, the Director of Public Works, or her designee, may return to the Board to recommend that the bidder be determined nonresponsive and recommend awarding the construction contract to the next apparent Lowest Responsive and Responsible Bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

The Pitchess laundry facility will require the installation of new water softening system, in addition to the refurbishment and upgrade of the existing electrical, mechanical, plumbing systems, and structural repairs. Public Works' Architectural Engineering Division will use as-needed consultants to design and obtain jurisdictional approval for the plans and specifications. When the plans, schedule, and cost of the laundry infrastructure are known, we will return to the Board to obtain approval to adopt and advertise the infrastructure portion of the Project to complete the work.

Green Building/Sustainable Design Program

The proposed Project supports the Board's Green Building/Sustainable Design Program by recycling the demolished existing steel tanks and crushed concrete foundations at appropriate recycling centers.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by maximizing the effectiveness of process, structure, and operations to support timely delivery of customer-oriented and efficient public service.

FISCAL IMPACT/FINANCING

The \$7,000,000 total project cost estimate for the proposed Project includes plans and

specifications, plan check, construction, change orders, consultant services, miscellaneous expenditures, and County services. Public Works' fair construction cost estimate for the water tanks replacement is \$2,172,500, including a 10 percent bid contingency. The cost of the proposed equipment replacement for the laundry is estimated by the Sheriff's Department to be \$2,555,000, inclusive of a 10 percent change order contingency.

On October 8, 2013, the Board approved a \$7,000,000 net County cost appropriation for the replacement of the existing laundry equipment and water tanks, and repair of the existing laundry facility at the Pitchess Detention Center. Sufficient funds are available in the Fiscal Year 2013-14 Capital Projects/Refurbishments Budget, under Capital Project No. 69718, to fully fund the proposed Project.

The proposed Project Schedule and Budget Summary are included in Attachment A.

Operating Budget Impact

The Sheriff's Department does not anticipate any one-time, start up, or ongoing costs as the proposed Project replaces existing water tanks and laundry equipment. Future maintenance requirements will be fulfilled with existing Sheriff's Department staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract will contain terms and conditions supporting the Board's ordinances and policies, including, but not limited to: County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program; County Code Chapter 2.206, Defaulted Property Tax Reduction Program; Board Policy 5.050, County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Growth (GROW) Programs; Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

Applicable law, including the State Public Contract Code, requires the County to award construction contracts to the apparent Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a "responsible" bidder by exhibiting the quality, fitness, capacity, experience, and trustworthiness to satisfactorily perform the work required under the bid solicitation.

To ensure that the contract is awarded to the apparent Lowest Responsive and Responsible Bidder with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the contractors State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy 5.140, the information reported by the contractor will be considered before making a recommendation to award.

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004, and revised on December 15, 2009, the proposed Project is exempt from the Civic Art fee as the project is an infrastructure improvement.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the provisions of CEQA. The scope includes demolition and replacement of two old water tanks, which are parts of the Pitchess Detention Center utility systems, with two new water tanks at the same location having the same purpose, and repairs to soil erosion damage in order to restore the ground surface area. The laundry refurbishment includes restoration, upgrades, and replacement of equipment because of accumulated maintenance issues and age. Therefore, the proposed Project is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets criteria set forth in Section 15304, Class 1(c), and Class 4 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. Additionally, there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the project records.

Upon the Board's approval of the proposed Project, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the CEQA Guidelines.

CONTRACTING PROCESS

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees, will be included in the contract.

As required by the Board, language has been incorporated into the Project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal Income Tax Law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

As required by the Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Following receipt of bids and award of the consultant services agreement for preparation of a baseline construction schedule to the apparent Lowest Responsive and Responsible Bidder, Public Works will award a construction contract in accordance with the authority delegated in this Board letter.

The contract requires the contractor to pay its employees applicable prevailing wages in accordance with the California Labor Code.

Participation by Community Business Enterprises (CBEs) in the proposed Project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

The acquisition and installation of the laundry equipment are within the statutory authority of the County Purchasing Agent and will be accomplished in accordance with the County's purchasing policies and procedures established by Internal Services Department.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; Sheriff's Department, Facilities Planning Bureau; and Department of Public Works, Project Management Division II.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:DJT
TJ:MJD:zu

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Internal Services
Sheriff

April 8, 2014

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS:
PITCHESS LAUNDRY AND WATER TANKS REPLACEMENT PROJECT
UNINCORPORATED COMMUNITY OF CASTAIC
CATEGORICAL EXEMPTION – APPROVE TOTAL PROJECT BUDGET
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SPECS. 6703; CAPITAL PROJECT NO. 69718
(FIFTH DISTRICT)
(3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date*
Design	
Construction Documents	12/05/13
Jurisdictional Approvals	02/28/14
Construction Bid and Award	07/24/14
Construction	
Substantial Completion	8/4/15
Acceptance	10/6/15

*For water tanks/slope repair only

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract (Water Tanks/Slope Repair)	\$ 2,172,500
Change Order Contingency, Water Tanks (10 percent)	\$ 217,250
Subtotal a	\$ 2,389,750
Laundry Refurbishment and Infrastructure	\$ 800,250
Change Order Contingency (10 percent)	\$ 80,000
Subtotal b	\$ 880,250
Laundry Equipment	\$ 2,323,000
Change Order Contingency (10 percent)	\$ 232,000
Subtotal c	\$ 2,555,000
Subtotal(a,b,c)	\$ 5,825,000
Plans and Specifications	
Water Tanks Construction Administration	\$ 50,000
Laundry Refurbishment and Infrastructure Design	\$ 150,000
Subtotal	\$ 200,000
Consultant Services	
Cost Estimating	\$ 10,000
Environmental (CEQA)	\$ 10,000
Geotechnical	\$ 40,000
Hazmat Monitoring	\$ 10,000
Deputy Inspection	\$ 50,000
Project Scheduling	\$ 10,000
Specialty Consultant	\$ 10,000
Subtotal	\$ 140,000
Miscellaneous Expenditures	
Printing and Legal Advertising	\$ 3,000
Subtotal	\$ 3,000
Jurisdictional Reviews and Plan Check	
Building and Safety Plan Check	\$ 10,000
Department of Public Health	\$ 10,000
Subtotal	\$ 20,000
County Services	
Code Compliance and Quality Control Inspections	\$ 187,000
Project Management	\$ 387,000
Document Control	\$ 31,000
Secretarial	\$ 32,000
Contract Administration	\$ 55,000
Consultant Contract Recovery	\$ 48,000
Project Technical Support	\$ 42,000
ISD Services	\$ 10,000
Office of Countywide Contract Compliance	\$ 20,000
Subtotal	\$ 812,000
Total	\$ 7,000,000

April 8, 2014

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS:
PITCHESS LAUNDRY AND WATER TANKS REPLACEMENT PROJECT
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
5	6703	Pitchess Laundry and Water Tanks Replacement Project	\$50	May 6, 2014

Copies of the project manual and drawings may be downloaded for free from the Public Works website http://dpw.lacounty.gov/go/construction_contracts; or for \$50, copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 3:15 p.m. on May 6, 2014. Bids will be publicly opened, examined, and declared by Public Works at 3:30 p.m. on this date in Ground Floor, Conference Room D, 900 South Fremont Avenue, Ground Floor Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active B license at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she and/or its subcontractors hold the correct license(s) for this type of project. The contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the work of improvement in accordance with the Labor Code Section 1770 et seq. Copies of prevailing rate of per diem wages are on file at the Department of Public Works, Architectural Engineering Division, which shall be made available to any interested party upon request.

PRE-BID CONFERENCE

Public Works' Project Management Team will hold a mandatory pre-bid conference at 10:00 a.m. on April 23, 2014, at the project site, located at 29330 The Old Road, Castaic, California, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ms. Loydi Nguyen with Public Works' Architectural Engineering Division at (626) 458-2180.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Americans with Disabilities Act (ADA) Information



Individuals requiring reasonable accessibility accommodations may request written materials in alternate formats, physical accessibility accommodations, sign language interpreters or other reasonable accommodations by contacting our departmental Americans with Disabilities Act Coordinator at (626) 458-4081, from 7:30 a.m. to 5:00 p.m., Monday through Thursday (excluding holidays). Persons who are deaf or hard of hearing may make contact by first dialing the California Relay Service at 7-1-1. Requests should be made at least one week in advance to ensure availability. When making a reasonable accommodation request, please reference PM-3.

Información sobre la Ley de Estadounidenses con Discapacidades (ADA)



Individuos que requieran acomodamiento razonable pueden solicitar materiales escritos en formatos alternativos, acomodamiento físico, intérpretes en lenguaje de señas Americano ú otros acomodamientos razonables comunicándose con nuestro Coordinador Departamental de la Ley de Estadounidenses con Discapacidades al (626) 458-4081, de 7:30 a.m. a 5 p.m., lunes a jueves (excluyendo días festivos). Personas con problemas auditivos pueden comunicarse primero marcando al Servicio de Difusión de California al 7-1-1.

Solicitudes pueden hacerse por lo menos una semana antes para asegurar disponibilidad. Cuando se haga una petición razonable para acomodo, por favor mencione PM-3.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated April 8, 2014.

Specs. 6703

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES